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Agenda Item #: 3E - 1

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARD APPOINTMENT SUMMARY

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Meeting Date: December 1, 2026

Department Submitted By: **Community Services**
Advisory Board: **Behavioral Health, Substance Use and Co-occurring Disorders**

==========

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve: the appointment of six (6) Ex Officio members to the Behavioral Health, Substance Use and Co-Occurring Disorders (BHSUCOD) Advisory Committee, for the term beginning December 1, 2026. These seats do not have an expiration date:

Seat No.:	Members:	Appointment:	Nominated by:
1	Angela Burns	League of Cities	Vice Mayor Marci Woodward Commissioner Maria Marino Commissioner Maria Sachs Commissioner Bobby Powell
2	Alan Johnson	State Attorney's Office	Vice Mayor Marci Woodward Commissioner Maria Marino Commissioner Maria Sachs Commissioner Bobby Powell
3	Jon Van Arnam	Health Care District	Vice Mayor Marci Woodward Commissioner Maria Marino Commissioner Maria Sachs Commissioner Bobby Powell
4	Natalie Kenton	Florida Department of Health	Commissioner Maria Marino Commissioner Maria Sachs Commissioner Bobby Powell
5	Sandra Sisson	Sheriff's Office	Commissioner Maria Marino Commissioner Maria Sachs Commissioner Bobby Powell
9	Lissa Franklin	Southeast Florida Recovery Advocates	Commissioner Maria Marino Commissioner Maria Sachs Commissioner Bobby Powell

Summary: On November 1, 2022, the Board of County Commissioners (BCC) established the BHSUCOD Advisory Committee by approving Resolution R2022-1340. The inaugural BHSUCOD Advisory Committee consisted of eight (8) Ex Officio and nine (9) At-Large members. **(Summary Continues on Page 2)**

Attachments:
1. Boards/Committees Applications and Resumes (6)
2. Current BHSUCOD Advisory Committee Membership List
3. Resolution R2022-1340

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Recommended By: Signed by: James Green F84B058B0CEE433... 11/3/2026
Department Director **Date**

Legal Sufficiency: _____
Assistant County Attorney **Date**

Docusign Envelope ID: 8CEAF3F5-8CF3-8E71-8006-3D79320B8CD0

Summary (Continued from Page 1): The total membership for the BHSUCOD Advisory Committee is 18 members, consisting of nine (9) At-Large members, including three (3) of whom must be persons with lived experience, and nine (9) Ex Officio members with knowledge, competence, and experience related to behavioral health and substance use disorders. Ex Officio members represent organizations, agencies, institutions, and municipalities whose mission is to resolve behavioral health and substance use disorders. Ex Officio members are not term-limited. At-Large members serve for a three (3) year term and may be reappointed for up to three (3) consecutive terms.

On September 25, 2026, a memorandum was sent to the BCC requesting approval for the following nominees to be appointed to the BHSUCOD Advisory Committee: Angela Burns, Vice Mayor of City of Delray Beach, for Seat No. 1; Alan S. Johnson, Chief Assistant State Attorney of the 15th Judicial Circuit, for Seat No. 2; Jon A. Van Arnam, Behavioral Health Project Consultant with the Health Care District of Palm Beach County, for Seat No. 3; Natalie Kenton, Operations and Management Consultant Manager with the Florida Department of Health of Palm Beach County (FDOH), for Seat No. 4; Sandra Sisson, Section Manager with the Palm Beach County Sheriff's Office, for Seat No. 5; and Lisa Franklin, Vice President of Southeast Florida Recovery Advocates, for Seat No. 9. FDOH has contracts with the County for the Ryan White Ending the HIV Epidemic (EHE) Program and the Food and Nutrition Services Project. The BHSUCOD Advisory Committee provides no regulation, oversight, management, or policy-setting recommendations regarding contracts or transactions with the FDOH. There are currently 14 seats filled. Countywide (RS)

Background and Justification: The BCC formally adopted the Behavioral Health and Substance Use Disorder Plan 2024 (Plan 2024) on October 22, 2024. On November 1, 2022, the BCC formally established the BHSUCOD Advisory Committee to enhance Palm Beach County's (County) capacity and effectiveness in formulating comprehensive, integrated, and effective behavioral health, substance use, and co-occurring disorders prevention, treatment, support, and recovery policies, as well as to offer recommendations regarding the County's provision of services to County residents. The BHSUCOD Advisory Committee also satisfies the requirement for a Task Force to respond to the opioid epidemic pursuant to section 17.42(4)(b), Florida Statutes (2026) (State Opioid Settlement Clearing Trust Fund). The Community Services Department provides support to the BHSUCOD Advisory Committee. Furthermore, the BHSUCOD Advisory Committee aims to improve coordination and interactions between organizations, agencies, and institutions whose mission is to address and resolve substance use and behavioral disorders in the County.

II. REVIEW COMMENTS

A. Other Department Review:

_____

Department Director

BOARDS/COMMITTEES APPLICATION

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcRov.org

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMITTHE FOLLOWING:
- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

SECTION I (OFFICE USE ONLY) X Advisory ___ Not Advisory

BOARD/COMMITTEE NAME: BHSUCOD Advisory Committee

TYPE OF APPOINTMENT: X AT-LARGE ___ DISTRICT# ___
___ REAPPOINTMENT X NEW APPOINTMENT

TERM: 12/01/26 START DATE N/A END DATE

LENGTH OF TERM: N/A YEARS

SEAT#: 1

SEAT REQUIREMENT: **Ex Officio** League of Cities PBC Resident

COMPLETING AN UNEXPIRED TERM? ___ YES X NO
IF YES: DUE TO: ___ RESIGNATION ___ OTHER
COMPLETING TERM FOR: ___
ORIGINAL TERM EXPIRES: ___

★When *a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:* ___

SECTION II (to be completed by applicant) ***MUSTBE A PALM BEACH COUNTY RESIDENT**

NAME: (First/Middle Initial/Last) Angela D. Burns
ADDRESS: 2578 Lake Ida Road
CITY: Delray Beach STATE: FL ZIP: 33445
PHONE#: 561-945-6114
EMAIL: burns@mydelraybeach.com

BUSINESS/EMPLOYER NAME: City of Delray Beach
OCCUPATION: Elected Official - Vice Mayor
ADDRESS: 100 NW 1st Avenue
CITY: Delray Beach STATE: FL ZIP: 33444

MAILING PREFERENCE: ___ **RESIDENCE** X **BUSINESS**

HAVE YOU EVER BEEN CONVICTED OF A FELONY:
(conviction of a felony is not on automatic disqualifier from appointment) ___ YES X NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed $500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? _____ YES X NO

If YES, please list: _____

CODE OF ETHICS TRAINING: Yes COMPLETED DATE: July 28, 2026

All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

Training on the Palm Beach County Code of Ethics can be found on the web at:
http://www.palmbeachcountyethics.com/training.htm.

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website ***www.palmbeachcountyethics.com*** or contact us via email at ***ethics@palmbeachcountyethics.com*** or (561) 233-0724.

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: Angela Burns PRINTED NAME: Angela Burns DATE: 9/4/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

SECTION II - continued *(to be completed by applicant)*

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Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

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SIGNATURE: Angela Burns PRINTED NAME: Angela Burns DATE: 9/4/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: Marci Woodward DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? _____ YES X NO

If YES, please list: _____

CODE OF ETHICS TRAINING: Yes COMPLETED DATE: July 28, 2026

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SIGNATURE: Angela Burns PRINTED NAME: Angela Burns DATE: 9/4/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10/7/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

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If YES, please list: _____

CODE OF ETHICS TRAINING: Yes COMPLETED DATE: July 28, 2026

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SIGNATURE: Angela Burns PRINTED NAME: Angela Burns DATE: 9/4/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 5

COMMISSIONER'S SIGNATURE: _____ DATE: 10/14/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? _____ YES X NO

If YES, please list: _____

CODE OF ETHICS TRAINING: Yes COMPLETED DATE: July 28, 2026

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SIGNATURE: Angela Burns PRINTED NAME: Angela Burns DATE: 9/4/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10-16-26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT

Honesty - Integrity - Character

Legal Name: Angela Burns (Please print clearly)

Employee Identification Number: 965924

Agency/Municipality: City of Delray Beach Dept/Board: City Commission

By signing this acknowledgement, I am attesting that I have done the following:

[✓] **Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)**

AND

Have completed additional training by viewing one of the following:

[✓] **The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)**

[ ] The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link) [

] A live presentation given on _____, 20___.

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Angela D. Burns (Legal Signature) 7-28-2024 (Date)

***Officials and Employees:** Submit signed forms according to your agency's policy*

***Advisory Board Members:** Submit signed forms to Appropriate Advisory Board Representative*

PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE

PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS

CONTACT

2578 Lake Ida Road
Delray Beach, Florida 33445
561-945-6114
burns@mydelraybeach.com

EDUCATION

Doctoral Studies
Nova Southeastern University
2010–2012

Master of Science
Nova Southeastern University
2004–2006

Bachelor of Elementary Education
Bethune-Cookman College
1974–1979

SKILLS

- Public Speaking
- Community Outreach
- Policy Development
- Reading Intervention
- Team Leadership
- Collaboration
- Stakeholder Engagement

ANGELA BURNS

VICE MAYOR, CITY OF DELRAY BEACH

Dedicated public servant and retired educator with 34 years of service in the Palm Beach County School District. Brings a proven record of fostering strong relationships with community members, local businesses, and government agencies, and a steadfast commitment to enhancing community well-being through innovative programs and inclusive policies.

EXPERIENCE

Vice Mayor and City Commissioner
City of Delray Beach, Florida | March 2023 – Present

Serve on the five-member City Commission governing the City of Delray Beach. Collaborate with fellow commissioners to develop and enact policies, ordinances, and budget priorities that serve residents and businesses citywide.

Middle School Intensive Reading Instructor
Village Academy School, Delray Beach, Florida | August 2021 – May 2022

Provided small-group intensive reading instruction to students performing in the lowest 25% on state-required assessments and curriculum measures.

Classroom Teacher, Instructional Support Team Leader, and Elementary Reading Interventionist
School District of Palm Beach County, Florida | August 2000 – May 2021

Delivered classroom instruction for regular education students in grades 3 through 6. Provided direct assistance to teachers in reading education while working with the principal and staff to meet objectives identified through the school improvement process. Provided small-group reading instruction to elementary students performing below grade level.

Classroom Teacher, Primary Grades
Verde Elementary School and Hammock Pointe Elementary, Boca Raton, Florida | August 1990 – May 2000

Provided classroom instruction to primary-grade students, building foundational skills in reading, writing, and mathematics. Fostered a supportive learning environment and partnered with families and colleagues to support each student's growth.

COMMUNITY ORGANIZATIONS & AFFILIATIONS

Delta Sigma Theta Sorority, Inc.
NAACP
National Notary Association
Democratic Black Caucus
The Set Neighborhood Alliance
PBC Black Caucus
The Peach Umbrella Network, Project Manager
Community Action Advisory Board (CAAB)
Collective Prosperity Committee, Chair
PBC Democratic Executive Committee
Coalition for Black Student Achievement
Lake Ida Church of Christ
School Advisory Council (SAC), Village Academy, Chair
Advisory Committee on Behavioral Health, Substance Use and Co-Occurring Disorders Board

BOARDS/COMMITTEES APPLICATION

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.org

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:
- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

SECTION I (OFFICE USE ONLY)

x Advisory ___ Not Advisory

BOARD/COMMITTEE NAME: BHSUCOD Advisory Meeting

TYPE OF APPOINTMENT: x AT-LARGE ___ DISTRICT# ___
___ REAPPOINTMENT X NEW APPOINTMENT

TERM: 12/01/26 START DATE N/A END DATE

LENGTH OF TERM: N/A YEARS

SEAT #: 2

SEAT REQUIREMENT: **Ex-Officio** State Attorney's Office PBC Resident

COMPLETING AN UNEXPIRED TERM? x YES ___ NO

IF YES: DUE TO: X RESIGNATION ___ OTHER

COMPLETING TERM FOR: Cheo Reid

ORIGINAL TERM EXPIRES: ___

★When *a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:* ___

SECTION II (to be completed by applicant) **MUSTBEA PALM BEACH COUNTY RESIDENT*

NAME: (First/Middle Initial/Last) Alan S. Johnson

ADDRESS: FS 119 EXEMPT

CITY: ___ STATE: ___ ZIP: ___

PHONE#: ___

EMAIL: ___

BUSINESS/EMPLOYER NAME: Office of the State Attorney, 15th Judicial Circuit,

OCCUPATION: Chief Assistant State Attorney

ADDRESS: Office of the State Attorney, 15th Judicial Circuit, 401 North Dixie Highway

CITY: West Palm Beach STATE: FL ZIP: 33401

MAILING PREFERENCE: ___ RESIDENCE X BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:
(conviction of a felony is not an automatic disqualifier from appointment) ___ YES X NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

___

___

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE X NOT APPLICABLE/(Governmental Entity)

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Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

If YES, please list: CJC Court Systems Task Force, CJC Probation Advisory Board

CODE OF ETHICS TRAINING: X COMPLETED DATE: 09/08/2026

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(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: _____ PRINTED NAME: Alan S. Johnson DATE: 09/08/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE __X__ NOT APPLICABLE/(Governmental Entity)

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Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	Parks & Rec	General Maintenance	10/01/00 - 09/30/2100

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? __X__ YES _____ NO

If YES, please list: CJC Court Systems Task Force, CJC Probation Advisory Board

CODE OF ETHICS TRAINING: __X__ COMPLETED DATE: 09/08/2026

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SIGNATURE: _____ PRINTED NAME: Alan S. Johnson DATE: 09/08/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: Marci Woodward DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SIGNATURE: _____ PRINTED NAME: Alan S. Johnson DATE: 09/08/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10/7/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

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CODE OF ETHICS TRAINING: __X__ COMPLETED DATE: 09/08/2026

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SIGNATURE: _____ PRINTED NAME: Alan S. Johnson DATE: 09/08/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 2

COMMISSIONER'S SIGNATURE: _____ DATE: 10/4/24

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

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Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

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SIGNATURE: _____ PRINTED NAME: Alan S. Johnson DATE: 09/08/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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Honesty - Integrity - Character

PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT

Legal Name: Alan S. Johnson (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: Office of the State Attorney, 15th Judicial Circuit Dept/Board: _____

By signing this acknowledgement, I am attesting that I have done the following:

☑ **Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)**

AND

Have completed additional training by viewing one of the following:

[ ] **The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)**

☑ **The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)**

[ ] **A live presentation given on _____, 20___.**

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

(Legal Signature) 09/08/2026 (Date)

Officials and Employees: *Submit signed forms according to your agency's policy*
Advisory Board Members: *Submit signed forms to Appropriate Advisory Board Representative*

PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 Website: www.palmbeachcountyethics.com

ALAN S. JOHNSON
Office of the State Attorney, 15th Judicial Circuit
401 North Dixie Highway, West Palm Beach FL 33414
ajohnson@sa15.org

EDUCATION



Columbia University
1969-1973, BA, Political Science and History

Georgetown Law Center
1973-1976, JD
Senior Editor, Law Review: *Law and Policy in International Studies*

PROFESSIONAL EXPERIENCE

Office of the State Attorney, 15TH Judicial Circuit, 1993-2010, 2013-Present

2013-2026
Chief Assistant State Attorney

- Supervise Palm Beach County Sober Homes Task Force (SHTF)
- Supervise Palm Beach County Addiction Recovery Task Force (SAART)
- Supervise, Satellite Offices, Public Corruption, White Collar and Legal Affairs Divisions.
- Supervise Support and Professional Staff.
- Supervise Training, Professionalism and Ethics programs within the office.
- Work with the Florida Prosecuting Attorneys Association (FPAA) to develop, schedule and staff statewide training programs for state prosecutors and investigators.

2001-2009
Chief Assistant State Attorney (2005-2009) Chief Felony Division (2001-2005)

- Felony Division Chief
- Assisted Public Information Officer with national and local media issues.
- Worked closely with other state departments and agencies including the Clerk of Courts, Florida Department of Corrections and Court Administration to address inter-agency issues and find workable solutions.
- Drafted legislation, testified before legislative committees and lobbied successfully regarding revision of state criminal laws.
- Worked with the Florida Prosecuting Attorneys Association to develop, schedule and staff statewide training programs for state prosecutors.

1996-2000
Deputy Chief of Felony/Public Corruption prosecutor/Chief 10-20-Life Division (1999-2001),
Trial Division Chief (1996-1999), Line Assistant (1993--1996)

Executive Director, Palm Beach County Commission on Ethics

2010-2013

- Worked to establish the Palm Beach County Commission on Ethics.
- Created, directed and managed independent county ethics department.
- Processed ethics complaints and issued advisory opinions.
- Developed and maintained training programs for county officials and employees.
- Developed community ethics outreach programs.

Alan S. Johnson



Biography

Alan S. Johnson currently serves as Chief Assistant State Attorney for the 15th Judicial Circuit, Palm Beach County, Florida, a position he previously held from 2005 – 2009. He returned to the State Attorney's Office in 2013 after serving three years as Executive Director of the newly established Palm Beach County Commission on Ethics. As an Assistant State Attorney for over 25 years, Mr. Johnson has prosecuted numerous high profile felony cases.

In 2016, Mr. Johnson was asked to lead the State Attorney's Sober Homes Task Force, established by the Florida Legislature, to conduct a study aimed to strengthen investigation and prosecution of criminal and regulatory violations within the substance abuse treatment industry. Legislation proposed by the Task Force has passed unanimously in 8 of the last 10 legislative sessions. From 2017 to the present, the law enforcement side of the SHTF investigated and filed 121 cases against individuals for violating Florida's healthcare fraud and patient brokering laws, resulting in 115 convictions to date. The civilian side of the TF, renamed the State Attorney Addiction Recovery Task Force (SAART) still meets bi-monthly and continues to discuss legislation to support and protect persons in recovery from predatory practices and exploitation, especially in the area of recovery housing.

In 2021, Mr. Johnson successfully spearheaded the passage of victim rights legislation, making reliable hearsay admissible in criminal restitution hearings.

As a Chief Assistant State Attorney, Mr. Johnson oversees additional divisions within the State Attorney's Office, including County Court, Legal Affairs, Satellite Divisions, Training & Professionalism, Public Corruption and Special Prosecutions as well as Office Support and Professional Staff.

Since 2000, Mr. Johnson has been a frequent instructor for the Florida Prosecuting Attorneys Association (FPAA) in areas including ethics & professionalism, discovery & Brady, victim rights, restitution, probation violation, homicide prosecution, evidence and jury de-selection.

Mr. Johnson graduated from Columbia University in 1973 and obtained his law degree from Georgetown University Law Center in 1976.

BOARDS/COMMITTEES APPLICATION

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.org

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMITTHE FOLLOWING:
- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

SECTION I (OFFICE USE ONLY) X Advisory ____ Not Advisory

BOARD/COMMITTEE NAME: BHSUCOD Advisory Committee

TYPE OF APPOINTMENT: x AT-LARGE _____ DISTRICT# _____
REAPPOINTMENT X NEW APPOINTMENT

TERM: 12/01/2026 START DATE N/A END DATE

LENGTH OF TERM: N/A YEARS

SEAT #: 3

SEAT REQUIREMENT: **Ex Officio** Health Care District PBC Resident

COMPLETING AN UNEXPIRED TERM? _____ YES X NO
IF YES: DUE TO: _____ RESIGNATION _____ OTHER
COMPLETING TERM FOR: _____
ORIGINAL TERM EXPIRES: _____

★When *a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:* _____

SECTION II (to be completed by applicant) ***MUSTBEA PALM BEACH COUNTY RESIDENT**

NAME: (First/Middle Initial/Last) Jon A. Van Arnam
ADDRESS: 8506 Beaconhill Road
CITY: Palm Beach Gardens STATE: FL ZIP: 33410
PHONE#: (561) 762-0359
EMAIL: jvanarna@hcdpbc.org

BUSINESS/EMPLOYER NAME: Health Care District of Palm Beach County
OCCUPATION: Behavioral Health Project Consultant
ADDRESS: 1515 N Flager Drive, Suite 101
CITY: West Palm Beach, FL STATE: FL ZIP: 33401

MAILING PREFERENCE: X RESIDENCE _____ BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY: _____ YES X NO
(conviction of a felony is not an automatic disqualifier from appointment)

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

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If YES, please list: Behavioral Health Task Force - CJC

CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/9/2026 (refreshed)

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SIGNATURE: _____ PRINTED NAME: Jon Van Arnam DATE: 9/9/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10/7/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: _____ PRINTED NAME: Jon Van Arnam DATE: 9/9/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 5

COMMISSIONER'S SIGNATURE: _____ DATE: 10/14/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

If YES, please list: Behavioral Health Task Force - CJC

CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/9/2026 (refreshed)

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SIGNATURE: _____ PRINTED NAME: Jon Van Arnam DATE: 9/9/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10/6-26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SIGNATURE: _____ PRINTED NAME: Jon Van Arnam DATE: 9/9/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: Marci Woodward DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT

Honesty - Integrity - Character

Legal Name: JON VAN HORNAM (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: _____ Dept/Board: BHSVCOB ADVISORY BOARD

By signing this acknowledgement, I am attesting that I have done the following:

[✓] **Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)**

AND

Have completed additional training by viewing one of the following:

[✓] **The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)**

[ ] **The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)**

[ ] **A live presentation given on _____, 20___.**

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

_____ 9/9/26

(Legal Signature) (Date)

***Officials and Employees**: Submit signed forms according to your agency's policy*
***Advisory Board Members:** Submit signed forms to Appropriate Advisory Board Representative*

PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 Website: www.palmbeachcountyethics.com

SHORT BIO/RESUME FOR JON VAN ARNAM

Jon Van Arnam has been employed as a Behavioral Health Project Consultant with the Health Care District of Palm Beach County since November 2021. Prior to his employment with the Health Care District, Mr. Van Arnam had a 35-year career in county government, retiring in June 2021 as Deputy County Administrator for Palm Beach County, Florida. Palm Beach County has a progressive county government with over 6,000 employees serving a population of over 1.6 million residents.

Mr. Van Arnam has a Bachelor of Science Degree in Biology Cum Laude from Florida State University and a Master of Public Administration Degree from Florida Atlantic University. His responsibilities with the County included oversight of numerous departments and programs. He served as the liaison to the Health Care District of Palm Beach County and the Palm Beach County Health Department. His current responsibilities with the Health Care District involve the provision of guidance and assistance in the expansion and delivery of mental health and substance use disorder treatment services at the District's federally qualified health centers and the future Two Waters Mental Health Center.

During his County tenure, Mr. Van Arnam assumed leadership positions in developing and implementing the County's 10-Year Plan to End Homelessness, construction of the Senator Philip D. Lewis Homeless Resource Center, and acquisition of the former Pat Reeves Village family shelter, a critical homeless facility which was days away from permanent closure. His responsibilities related to Public Safety were critical in the initial response and management of the COVID-19 pandemic.

Recognizing the value of innovative thinking and strategic partnerships, Mr. Van Arnam has worked tirelessly to support collaborative community efforts to combat homelessness, poverty, hunger, mental illness, and substance abuse. The Hunger Relief Strategic Plan for Palm Beach County, Palm Beach County's Opioid Crisis Response Plan, and funding strategies for homeless and extremely low-income persons using sales tax revenues, were developed under his leadership. He was instrumental in the creation of the County's first Climate Change and Sustainability Coordinator position and the establishment of a permanent Office of Resilience for Palm Beach County. He currently represents the Health Care District on the County's Behavioral Health, Substance Use & Co-Occurring Disorders Advisory Committee.

BOARDS/COMMITTEES APPLICATION

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.orfi

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:
- SECTION II
- CONTRACTUAL RELATIONSHIPS
-CODE OF ETHICS TRAINING
-RESUME or BIOGRAPHY

SECTION I

(OFFICE USE ONLY) X Advisory ___ Not Advisory

BOARD/COMMITTEE NAME: BHSUCOD Advisory Committee

TYPE OF APPOINTMENT: x AT-LARGE ___ DISTRICT# ___
___ REAPPOINTMENT X NEW APPOINTMENT

TERM: 12/01/26 START DATE N/A END DATE

LENGTH OF TERM: N/A YEARS

SEAT#: 4

SEAT REQUIREMENT: **Ex Officio** Florida Department of Health PBC Resident

COMPLETING AN UNEXPIRED TERM? ___ YES X NO

,'FYES: DUE TO: ___ RESIGNATION ___ OTHER

COMPLETING TERM FOR:

ORIGINAL TERM EXPIRES:

**When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:* ___

SECTION II

(to be completed by applicant) ****MUSTBEA PALM BEACH COUNTY RESIDENT***

NAME: (First/Middle Initial/Last) Natalie D Kenton

ADDRESS: 7140 Okeechobee Blvd #3214

CITY: West Palm Beach STATE: FL ZIP: 33411

PHONE#: 561-255-8869

EMAIL: nataliekenton10@gmail.com

BUSINESS/EMPLOYER NAME: Florida Department of Health Palm Beach County

OCCUPATION: Operations & Management Consultant MGR

ADDRESS: 800 Clematis Street

CITY: West Palm Beach STATE: FL ZIP: 33411

MAILING PREFERENCE: ___ RESIDENCE ✓ BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:
(conviction of a felony is not an automatic disqualifier from appointment) ___ YES ✓ NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE _____ NOT APPLICABLE/(Governmental Entity)

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R2025-1060	CSD	RYAN WHITE-EHE	3/1/25 - 2/28/30
R2025-1233	CSD	Food and Nutrition Services Project	10/1/25 - 9/30/27

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

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If YES, please list: Child Abuse Death Review Committee

CODE OF ETHICS TRAINING: ✓ COMPLETED DATE: 9/8/2026

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SIGNATURE: NKenton PRINTED NAME: Natalie Kenton DATE: 9/11/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10/7/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SIGNATURE: NKenton PRINTED NAME: Natalie Kenton DATE: 9/11/2026

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 5

COMMISSIONER'S SIGNATURE: _____ DATE: 10/14/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10-1-26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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Honesty - Integrity - Character

PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT

Legal Name: Natalie Kenton (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: _____ Dept/Board: _____

By signing this acknowledgement, I am attesting that I have done the following:

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NKenton
(Legal Signature)

9/8/2026
(Date)

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PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 Website: www.palmbeachcountyethics.com

NATALIE KENTON, **MBA**

E: nataliekenton10@gmail.com | 561-255-8869 | **A:** West Palm Beach, FL 33411

PROFESSIONAL SUMMARY

Dynamic and result-driven director with extensive experience directing complex public health initiatives, managing multidisciplinary healthcare operations, and leading large scale, federally funded programs. Proven ability to oversee multimillion-dollar portfolios, strengthen infrastructure, systems, and drive data-informed strategies that improve health outcomes and expand access to care. Skilled in building and sustaining cross-sector partnerships, optimizing operational performance, and leading high-performing teams through growth, change, and innovation. Demonstrated expertise in strategic planning, financial stewardship, regulatory compliance, and workforce development across all healthcare environments. Committed to advancing accessible, community-centered public health solutions through collaboration, accountability, and evidence-informed decision-making.

WORK HISTORY

Florida Department of Health Palm Beach County
West Palm Beach, FL
2019-Present
Project Director
Overdose Data to Action Program

- Provides leadership for Palm Beach OD2A (Overdose Data to Action) initiative, overseeing over $30M, 9-year federal portfolio to advance statewide overdose prevention and public health strategies.
- Builds and sustains high-impact, multisector partnerships across public health, healthcare, behavioral health, law enforcement, academia, and community-based organizations to advance the county overdose prevention efforts.
- Manages the full pre-award and post-award grant lifecycle, including grant writing, budget development, program design, implementation, compliance, monitoring, and closeout.
- Develops, negotiates, and oversees all subrecipient contracts, ensuring fiscal accountability, regulatory compliance, measurable performance, and alignment with CDC grant requirements.
- Leads all OD2A grant reporting, performance tracking, audits, and federal submissions, ensuring timely, accurate, and fully compliant documentation.

CORE COMPETENCIES

• Budgeting & Financial Management
• Strategic Planning & Execution
• Leadership & Team Development
• Program Design, Oversight & Evaluation
• Stakeholder Engagement & Communication
• Performance Measurement & Reporting
• Process Optimization & Operational Efficiency
• Critical Thinking & Problem Solving
• Change Management
• Cross-Sector Collaboration
• Regulatory Compliance & Risk Mitigation
• Data-Driven Decision Making
• Staff Recruitment, Coaching & Retention

EDUCATION

Nova Southeastern University
Ft. Lauderdale, FL
2018: ***Master Business Administration***: Management

Palm Beach State College
Lake Worth, FL
2015: ***Bachelor Health Management***

CERTIFICATIONS

- Registered and Certified Pharmacy technician
- Florida Certified Contract Manager
- Six Sigma Yellow Belt
- Accelerated Microsoft Excel
- Sterling Council Leadership Certificate

AWARDS & HONORS

- 12/2015 – Palm Beach State College, Cum Laude
- 07/2014 – Palm Beach State College, Dean's List

- Recruits, manages, and coaches a diverse, high-performing team, fostering a collaborative environment focused on accountability, professional development, and operational excellence.
- Directs implementation of OD2A program strategies, workplans, timelines, and performance metrics to deliver high-quality, data-driven public health interventions.
- Coordinates with epidemiology and evaluation teams to integrate surveillance data into program design, strategic planning, and resource allocation.
- Provides executive-level guidance, technical assistance, and capacity-building support to internal teams and funded partners to strengthen OD2A overdose prevention infrastructure.
- Leads communication and engagement with senior leadership, federal agencies, community partners, and cross-sector stakeholders to advance overdose prevention goals.
- Identifies and mitigates programmatic, fiscal, and operational risks, ensuring integrity, continuity, and achievement of all grant deliverables.

Florida Department of Health Palm Beach County
Belle Glade, FL
December 2022 – December 2023
Health Center Administrator

- Provides leadership for day-to-day health center operations, ensuring seamless service delivery, operational efficiency, and alignment with organizational and public health priorities.
- Streamlines workflow processes and strengthens interdepartmental coordination to enhance productivity, optimize patient flow, and improve service delivery across all units.
- Build and maintain strategic partnerships with community leaders, healthcare networks, and local organizations to support coordinated public health responses.
- Leads initiatives to improve community health outcomes and expand the center's capacity to serve diverse populations, including underserved and high-risk groups.
- Develop and manage budgets, monitor financial performance, tracks revenues, and ensure fiscal responsibility.
- Ensure the health center adheres to all federal, state, and local regulations, including HIPAA, and OSHA and other relevant health and safety guidelines.

Health Care District Palm Beach County,
West Palm Beach, FL
April 2017 – December 2019
Practice Manager

- Provides operational leadership for day-to-day clinic functions, ensuring efficient service delivery, optimized patient flow, and high-quality healthcare operations
- Ensures full compliance with healthcare regulations including HIPAA, OSHA, and all applicable health and safety guidelines through robust oversight and continuous monitoring.
- Prepares and oversee the operational budgets.
- Leads change management and implementation efforts

- 05/2009 – Palm Beach State College, President's Honor Certificate

PROFESSIONAL ORGANIZATIONS

- Sigma Beta Delta – International Honor Society in Business Management and Administration
- Phi Theta Kappa

VOLUNTEER AND COMMUNITY SERVICE

- 2009 –2021 Christ Fellowship

SKILLS

- Microsoft Office
- Athena
- HMS
- Allscripts
- Merlin

for clinic initiatives, ensuring smooth transitions, staff readiness, and operational success.
- Maintains consistent adherence to quality standards, ensuring all clinic operations meet established protocols, practices, and organizational goals.

Health Care District Palm Beach County
Pharmacy Department
Business Logistics Manager
April 2014 – April 2017

Health Care District Palm Beach County
Pharmacy Department
Quality Business Analyst
April 2013 – April 2017

Health Care District Palm Beach County
Pharmacy Department
Administrative Assistant
May 2010 – April 2013

BOARDS/COMMITTEES APPLICATION

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.org

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:
-SECTION II
- CONTRACTUAL RELATIONSHIPS
-CODE OF ETHICS TRAINING
-RESUME or BIOGRAPHY

SECTION I (OFFICE USE ONLY)

x Advisory ____ Not Advisory

BOARD/COMMITTEE NAME: BEHAVIORAL HEALTH SUBSTANCE USE AND CO-OCCURRING DISORDER ADVISORY BOARD

TYPE OF APPOINTMENT: X AT-LARGE ____ DISTRICT # ____
REAPPOINTMENT ____ X NEW APPOINTMENT
TERM: 12/01/26 START DATE N/A END DATE
LENGTH OF TERM: N/A YEARS
SEAT#: 5
SEAT REQUIREMENT: EX OFFICIO PALM BEACH COUNTY SHERIFF'S OFFICE

COMPLETING AN UNEXPIRED TERM? ____ YES X NO
IF YES: DUE TO: ____ RESIGNATION ____ OTHER
COMPLETING TERM FOR: ____
ORIGINAL TERM EXPIRES: ____

**H'he/i a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners:* ____

SECTION II (to be completed by applicant) **MUSTBEA PALM BEACH COUNTY RESIDENT*

NAME: (First/Middle Initial/Last) SANDRA (SANDY) M SISSON
ADDRESS: FS119 EXEMPT
CITY: ____ STATE: ____ ZIP: ____
PHONE #: ____
EMAIL: ____

BUSINESS/EMPLOYER NAME: PALM BEACH COUNTY SHERIFF'S OFFICE
OCCUPATION: SECTION MANAGER
ADDRESS: 3228 GUN CLUB ROAD
CITY: WEST PALM BEACH STATE: FL ZIP: 33406

MAILING PREFERENCE: ____ RESIDENCE X BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:
(conviction of a felony is not an automatic disqualifier from appointment) ____ YES X NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

____

____

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE X NOT APPLICABLE/(Governmental Entity)

Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed $500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business. This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

If YES, please list: FLORIDA ASSERTIVE COMMUNITY TREATMENT (FACT) TEAM, STATE ATTORNEY ADDICTION RECOVERY TASK FORCE (SAART)

CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/10/2026

All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

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APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: Sandra Sisson PRINTED NAME: SANDRA SISSON DATE: 9/4/2026

SECTION III -COMMISSIONER (OFFICE USE ONLY) DISTRICT# _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law. this document may be reviewed and photocopied by members of the public.

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE X NOT APPLICABLE/(Governmental Entity)

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Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

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CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/10/2026

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SIGNATURE: Sandra Sisson PRINTED NAME: SANDRA SISSON DATE: 9/4/2026

SECTION III -COMMISSIONER (OFFICE USE ONLY) DISTRICT# 5

COMMISSIONER'S SIGNATURE: _____ DATE: 10/14

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE X NOT APPLICABLE/(Governmental Entity)

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SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

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CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/10/2026

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SIGNATURE: Sandra Sisson PRINTED NAME: SANDRA SISSON DATE: 9/4/2026

SECTION III -COMMISSIONER (OFFICE USE ONLY) DISTRICT# _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10/7/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: _____ NONE __X__ NOT APPLICABLE/(Governmental Entity)

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Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? __X__ YES _____ NO

If YES, please list: FLORIDA ASSERTIVE COMMUNITY TREATMENT (FACT) TEAM, STATE ATTORNEY ADDICTION RECOVERY TASK FORCE (SAART)

CODE OF ETHICS TRAINING: __X__ COMPLETED DATE: 9/10/2026

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SIGNATURE: Sandra Sisson PRINTED NAME: SANDRA SISSON DATE: 9/4/2026

SECTION III -COMMISSIONER (OFFICE USE ONLY) DISTRICT# _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10-16-26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law. this document may be reviewed and photocopied by members of the public.

SANDY SISSON
(561)301-4975, sissons@pbso.org

WORK EXPERIENCE

Palm Beach County Sheriff's Office, West Palm Beach, FL **December 2014 - Present**
Behavioral Services Division

Section Manager, October 2022 – Present

Supervise Licensed Clinical Therapists, to include Unit Managers, who conduct assessments on identified at-risk individuals in the community, focused on threats of violence and mental health concerns. Provide operational and clinical leadership, direction and expertise to ensure division's objectives are met. Develop and assess policies and procedures to ensure they are updated to operational and licensure requirements. Oversee internal and external reporting of information related to clinical documentation and grant requirements. Provide training, coordination and guidance for staff's work product and adherence; incorporate feedback from staff for division improvement. Analyze division's civilian needs, provide recommendations to Commander and implement revisions. Address employee concerns and counsel as necessary. Compile administrative information and submit reports. Serve as liaison between staff, supervisors, chain of command and other sections of agency. Establish and maintain effective relationships with mental health providers, community leaders, professional associations, representatives of public and private agencies, community groups, and criminal justice agencies.

Unit Manager, December 2018 – October 2022

Supervised four Licensed Clinical Therapists in Targeted Violence Unit with assigned functions in areas of threat assessment/prevention and clinical services. Supervised Case Manager Specialist in Substance Abuse Treatment Program with assigned functions in the area of substance abuse assessment and treatment services.

Licensed Clinical Therapist, December 2014 – December 2018

Conducted assessments with individuals who may pose a public risk of harm related to mental illness/instability and substance abuse. Evaluated for threat, risk factors, therapeutic needs and obstacles to services and provided crisis intervention. Facilitated linkage of individuals and families with mental health and social services through referrals and coordination with community providers. Managed an assigned caseload of at-risk mental health and substance abuse clients, with ongoing follow up through full connection with services. Assisted families with court filings for Ex Parte Baker Act and Marchman Act. Completed standardized threat assessment tools, clinical documentation and monthly reporting.

Seminole Tribe of Florida, Hollywood, FL **May 2004 – December 2014**
Center for Behavioral Health

Clinical Supervisor, August 2014 – December 2014

Supervised eight staff members in community based mental health and substance abuse setting. Provided ongoing clinical and administrative supervision. Assisted with the development and implementation of policies and procedures. Directed the customization of clinical software. Acted as liaison between Center for Behavioral Services and other Tribal departments. Managed office operations. Facilitated treatment team meetings. Provided hands-on direction with sensitive or difficult cases.

Family Services Department

Site Supervisor, March 2013 – August 2014

Supervised sixteen staff members in community based mental health and substance abuse setting. Coordinated services in Clinical, Family Preservation, Psychological and Psychiatric, Aftercare and Prevention programs on Hollywood reservation. Acted as liaison between Family Services and other Tribal departments. Provided ongoing clinical and administrative supervision. Facilitated treatment team meetings. Managed office operations. Provided hands-on direction with sensitive or difficult cases.

Senior Counselor, November 2005 - March 2013
Counselor/Privacy Officer, May 2004 - November 2005

Provided culturally appropriate, community based mental health and substance abuse treatment inclusive of individual, family and group counseling. Conducted assessment, crisis intervention, treatment/case planning, referrals to outside agencies, continuing care/aftercare services, prevention services and case management for children, adolescent and adult clients. Coordinated services for clients and assumed liaison role with collateral agencies and providers, including Department of Children and Family, Criminal Justice, treatment facilities, hospitals and schools. Established HIPAA policies and procedures and maintained compliance in all Family Services locations.

Spectrum Programs, Inc, Pompano Beach, FL **May 2003 - May 2004**
Substance Abuse Treatment Center
Primary Therapist

Provided individual, group, family and educational counseling services to a caseload of adult and adolescent clients in an outpatient setting. Collected client fees and monitored drug screens. Completed all required documentation. Maintained ongoing relationships with community and collateral agencies and functioned as a liaison.

Becker & Poliakoff, PA, Fort Lauderdale, FL **April 1989 - December 2004**
General Practice Law Firm, 14 Florida offices, 4 International offices
Special Projects Coordinator, May 2001-December 2004

Assessed attorneys' productivity. Analyzed value of departments and areas of practice. Handled administrative responsibilities in the Financial department. Processed wire transfers. Approved check requests. Produced audit documentation.

Director of Human Resources, Nov 1995-May 2001
Assistant Director of Human Resources, Apr 1989-Feb 1995

Recruited, interviewed and selected support staff personnel. Researched, analyzed and selected benefit carriers. Administered insurance, retirement and leave benefits. Developed and implemented employee policies. Handled all employee relations issues and internal investigations. Supervised performance evaluation and compensation review process. Assessed personnel needs and arranged staffing schedules. Supervised payroll process. Directed in-house training program for attorneys and staff. Appeared on behalf of the law firm in unemployment, workers compensation and equal employment hearings and other employment related inquiries. Conducted employment training for attorneys and supervisors.

EDUCATION

Master's Degree in Counselor Education, Mental Health track
Florida Atlantic University, Boca Raton, FL
Bachelor of Arts degree in Psychology, Minor in Computer Science
MidAmerica Nazarene University, Olathe, KS

PROFESSIONAL QUALIFICATIONS

Licensed Mental Health Counselor, State of Florida
Qualified Supervisor Mental Health Counseling, State of Florida
Certified Master Trainer, Department of Homeland Security National Threat Evaluation and Reporting Program
Certified Addictions Professional
Certified Anger Management Specialist, Level 1
Certified Clinical Trauma Professional
Completed specialized training in Threat Assessment and Management, Competency Evaluations for Juveniles and Adults, Level One Gottman Couples Counseling, Cognitive Behavioral Therapy
Member of American Counseling Association and Association of Threat Assessment Professionals.

BOARDS/COMMITTEES APPLICATION

PALM BEACH COUNTY
BOARD OF COUNTY COMMISSIONERS
BOARDS/COMMITTEES APPLICATION
301 N Olive Avenue, WPB, FL 33401
www.discover.pbcgov.org

The information provided on this form will be used in considering your nomination.
(Answer "NONE" or "N/A" where appropriate.)

APPLICANT TO COMPLETE/SUBMIT THE FOLLOWING:
- SECTION II
- CONTRACTUAL RELATIONSHIPS
- CODE OF ETHICS TRAINING
- RESUME or BIOGRAPHY

SECTION I (OFFICE USE ONLY)

X Advisory ____ Not Advisory

BOARD/COMMITTEE NAME: BHSUD Advisory Committee

TYPE OF APPOINTMENT: X AT-LARGE ____ DISTRICT # ____
____ REAPPOINTMENT X NEW APPOINTMENT

TERM: 12/01/26 START DATE N/A END DATE

LENGTH OF TERM: N/A YEARS

SEAT #: 9

SEAT REQUIREMENT: Southeast Florida Recovery Advocates — Ex Officio

COMPLETING AN UNEXPIRED TERM? ____ YES X NO

IF YES: DUE TO: ____ RESIGNATION ____ OTHER

COMPLETING TERM FOR: ____

ORIGINAL TERM EXPIRES: ____

When a person is being considered for reappointment, the number of previous disclosed voting conflicts during the previous term shall be considered by the Board of County Commissioners: ____

SECTION II (to be completed by applicant)

MUST BE A PALM BEACH COUNTY RESIDENT

NAME: (First/Middle Initial/Last) Lissa Franklin

ADDRESS: 1755 Linton Lake Drive Apt H

CITY: Delray Beach STATE: FL ZIP: 33445

PHONE #: 3059782207

EMAIL: lissa@sefra.org

BUSINESS/EMPLOYER NAME: Southeast Florida Recovery Advocates

OCCUPATION: Vice President

ADDRESS: 1755 Linton Lake Drive Apt H

CITY: Delray Beach STATE: FL ZIP: 33445

MAILING PREFERENCE: X RESIDENCE ____ BUSINESS

HAVE YOU EVER BEEN CONVICTED OF A FELONY:
(conviction of a felony is not an automatic disqualifier from appointment) ____ YES X NO

IF YES - STATE THE COURT, NATURE OF OFFENSE, DISPOSITION OF CASE AND DATE:

____

____

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

If YES, please list:

Health Council of Southeast Florida

CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/3/26

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(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: _____ PRINTED NAME: Lissa Franklin DATE: 9/3/26

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: _____

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

Pursuant to Article XIII, Sec. 2-443 of the Palm Beach County Code of Ethics, advisory board members are prohibited from entering into any contract or other transaction for goods or services with Palm Beach County. Exceptions to this prohibition include awards made under sealed competitive bids, certain emergency and sole source purchases, and transactions that do not exceed $500 per year in aggregate. These exemptions are described in the Code. This prohibition does not apply when the advisory board member's board provides no regulation, oversight, management, or policy-setting recommendations regarding the subject contract or transaction and the contract or transaction is disclosed at a public meeting of the Board of County Commissioners. **To determine compliance with this provision, it is necessary that you, as a board member applicant, identify all contractual relationships between Palm Beach County government and you as an individual, directly or indirectly, or your employer or business.** This information should be provided in the space below. If there are no contracts or transactions to report, please verify that none exist. Staff will review this information and determine if you are eligible to serve or if you may be eligible for an exception or waiver pursuant to the code.

Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

If YES, please list:

Health Council of Southeast Florida

CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/3/26

All board members are required to read and complete training on Article XIII of the Palm Beach Code, the Palm Beach County Code of Ethics. Ethics training is on-going, and pursuant to PPM CW-P-79 is required before appointment, and upon reappointment. All board members must also be familiar with the State of Florida Code of Ethics, (Chapter 112, part III of the Florida Statutes), and the Florida Sunshine Law.

Training on the Palm Beach County Code of Ethics can be found on the web at:
http://www.palmbeachcountyethics.com/training.htm.

Any questions and/or concerns regarding Article XIII of the Palm Beach County Code of Ethics, please visit the Commission on Ethics website ***www.palmbeachcountyethics.com*** or contact us via email at ***ethics@palmbeachcountyethics.com*** or (561) 233-0724.

APPLICANT'S SIGNATURE: By signing below I acknowledge that I have read, understand and agree to abide by Article XIII, The Palm Beach County Code of Ethics, and I have received the required Code of Ethics Training. By signing below, I acknowledge that I will be subject to the State of Florida and Palm Beach County Code of Ethics and the Florida Sunshine Law (Chapter 286, Florida Statutes).

(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: _____ PRINTED NAME: Lissa Franklin DATE: 9/3/26

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 5

COMMISSIONER'S SIGNATURE: _____ DATE: 10/14/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

Are you currently serving on any other Advisory Boards or Committees within Palm Beach County? X YES _____ NO

If YES, please list:

Health Council of Southeast Florida

CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/3/26

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SIGNATURE: _____ PRINTED NAME: Lissa Franklin DATE: 9/3/26

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # _____

COMMISSIONER'S SIGNATURE: _____ DATE: 10/7/26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

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SECTION II - continued *(to be completed by applicant)*

CONTRACTUAL RELATIONSHIPS: X NONE _____ NOT APPLICABLE/(Governmental Entity)

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Contract/Transaction No.	Department/Division	Description of Service	Term
Example: (R#XX-XX/PO XX)	**Parks & Rec**	**General Maintenance**	**10/01/00 - 09/30/2100**

SERVING ON OTHER ADVISORY BOARDS / COMMITTEES:

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If YES, please list:

Health Council of Southeast Florida

CODE OF ETHICS TRAINING: X COMPLETED DATE: 9/3/26

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(NOTE: Signature must be an actual signature or an electronic signature. A "typed" signature (name) will not be accepted)

SIGNATURE: _____ PRINTED NAME: Lissa Franklin DATE: 9/3/26

SECTION III - COMMISSIONER (OFFICE USE ONLY) DISTRICT # 7

COMMISSIONER'S SIGNATURE: _____ DATE: 10-16-26

SECTION IV - (OFFICE USE ONLY)

APPOINTMENT MADE: _____ YES _____ NO

BCC MEETING: _____ DATE

Pursuant to Florida's Public Records Law, this document may be reviewed and photocopied by members of the public.

Honesty - Integrity - Character

PALM BEACH COUNTY
CODE OF ETHICS
TRAINING ACKNOWLEDGMENT

Legal Name: Elisabeth Franklin (Please print clearly)

Employee Identification Number: _____

Agency/Municipality: SEFRA Dept/Board: BHSUCOD

By signing this acknowledgement, I am attesting that I have done the following:

[✓] **Read the Palm Beach County Code of Ethics Ordinance (Ctrl+Click to follow link)**

AND

Have completed additional training by viewing one of the following:

[✓] **The Code of Ethics Training Program on the Intranet/Internet. (Ctrl+Click to follow link)**

[✓] **The Code of Ethics Training Program on YouTube. (Ctrl+Click to follow link)**

[ ] **A live presentation given on _____, 20___.**

I understand that I am responsible for understanding and abiding by the Palm Beach County Code of Ethics as I conduct my assigned duties during my term of employment. I also understand that the information in this policy is subject to change. Policy changes will be communicated to me by my supervisor or through official notices.

Elisabeth Franklin
(Legal Signature)

9/3/2026
(Date)

***Officials and Employees**: Submit signed forms according to your agency's policy*
***Advisory Board Members:** Submit signed forms to Appropriate Advisory Board Representative*

PLEASE SUBMIT THIS FORM TO APPROPRIATE PARTY AS HIGHLIGHTED ABOVE
PLEASE DO NOT SUBMIT THIS FORM TO THE COMMISSION ON ETHICS

300 North Dixie Highway, Suite 450, West Palm Beach, FL 33401
PHONE: 561.355-1915 FAX: 561.355-1904
Hotline: 877.766.5920 Website: www.palmbeachcountyethics.com

DELRAY BEACH, FLORIDA • LISSA@LISSAFRANKLIN.COM

LISSA FRANKLIN

PROFESSIONAL SUMMARY

Dedicated, goal-oriented, and results-driven visionary with over 13 years of extensive expertise in behavioral health. Strong ability to lead cross-functional teams in optimizing operations and expanding service reach through strategic partnerships and data-driven initiatives. Well-connected with a book of business containing over 7,500 C-Suite Hospital Executives, Lawyers, Private Practice Therapists, Education Consultants, Major League Sports Offices and Agents, Fiduciaries, Family Offices, and more. Committed to fostering stakeholder engagement and implementing innovative solutions to enhance human impact, community well-being, and company sustainability. I wholeheartedly enjoy harnessing my natural tenacious drive to fuel my passion for leading others to their best mental, physical, and emotional health.

EDUCATION

BACHELOR OF ARTS AND SCIENCES
Mar 2014 - Mar 2016
University of Miami
Coral Gables, FL
Major: Psychology
Minor: Health Sector Management and Policy

ASSOCIATE OF ARTS
Mar 2011 - Mar 2014
(A.A.) **Broward College**
Fort Lauderdale, FL
Addiction and Behavioral Health Studies

EMPLOYMENT HISTORY

PRINCIPAL
Jun 2019 - Present
Lissa Franklin and Associates
Delray Beach, FL

- **Drive strategic business development initiatives for luxury behavioral health providers by identifying growth opportunities and expanding client engagement across multiple sectors.**
- **Build and strengthen partnerships with healthcare organizations, government stakeholders, and community leaders by delivering strategic solutions in business development, marketing, operations, compliance, and government affairs.**
- **Guide clients through complex regulatory and policy environments, helping them mitigate risk, improve operational performance, and align infrastructure with long-term organizational goals.**
- **Support market expansion through data-informed growth strategies, stakeholder outreach, legislative analysis, and advocacy planning that increased visibility, influence, and sustainable impact.**
- **Help organizations enhance service delivery, strengthen resilience, and position themselves for scalable, mission-driven growth in a rapidly evolving behavioral health landscape.**

DIRECTOR OF BUSINESS DEVELOPMENT AND COMMUNITY OUTREACH
Oct 2014 - Jun 2019
Life of Purpose Treatment
Boca Raton, FL

- Implemented targeted marketing campaigns at a National level, leading to noticeable growth in client inquiries and improved service accessibility.
- Analyzed outreach data to refine strategies, resulting in measurable improvements in engagement and community impact.
- Provided training for staff on outreach and sales techniques, empowering the team to connect effectively with diverse populations.
- Analyzed project outcomes to identify key performance indicators, driving informed financial decisions that improved ROI with marketing spend.
- Coordinated with local organizations to develop partnerships, expanding service reach and providing holistic support to clients.
- Introduced data-driven methods for tracking outreach effectiveness, leading to substantial improvements in program visibility and participation.
- Assisted with the planning, coordinating and implementation of the facility marketing plan.
- Identified and developed new partnership opportunities, driving growth in client referrals and expanding service reach within the community.
- Analyzed community needs to identify partnership opportunities, driving growth in client referrals and expanding service accessibility.
- Executed targeted marketing initiatives, enhancing community engagement and achieving census goals through strategic outreach efforts.
- Fostered strong partnerships with local healthcare providers, streamlining referral processes and improving patient access to services.
- Educated families on treatment options, ensuring they understand service offerings while enhancing community trust and satisfaction.
- Monitored quality assurance standards, implementing necessary adjustments to maintain compliance and enhance service delivery.

DIRECTOR OF BUSINESS DEVELOPMENT AND COMMUNITY OUTREACH Feb 2014 - Dec 2014
New River Wellness Center Fort Lauderdale, FL

- Facilitated positive community relationships, promoting outreach initiatives that strengthened partnerships and expanded client service access.
- Maintained positive relationships with vendors, ancillary service providers, dual diagnosis treatment providers to ensure working relationships that ensure maximum staff and client satisfaction.
- Provided recovery management training to staff, enhancing their skills and fostering a supportive environment for client recovery.
- Conducted routine benefit audits to ensure adherence to ACA guidelines, leading to marked gains in operational transparency and efficiency.
- Coordinated inter-departmental meetings to foster communication, effectively integrating insights that improved program delivery and staff engagement.
- Implemented new training programs for staff, enhancing skill sets and contributing to marked progress in team performance.
- Maintained rigorous oversight of patient medical records, ensuring compliance and enhancing the integrity of client data management.
- Facilitated positive community relationships, promoting outreach initiatives that strengthened partnerships and expanded client service access.
- Streamlined client intake processes, enhancing efficiency and ensuring timely access to services for new clients.
- Provided recovery management training to staff, enhancing their skills and fostering a supportive environment for client recovery.

SKILLS

Adolescents (Experienced), Behavioral Health (Experienced), Sales (Experienced), Risk Management (Experienced), Advocacy (Experienced), Stakeholder Engagement (Experienced), Marketing Strategy (Experienced), Process Optimization (Experienced), Performance Metrics (Experienced), Data Analysis (Experienced), Client Relations (Experienced), Community Outreach (Experienced), Program Development (Experienced), Strategic Planning (Experienced), Networking (Experienced), Grant Writing (Experienced), Community Engagement (Experienced), Public Relations (Experienced), Health Policy (Experienced), Public Health (Experienced), Quality Improvement (Experienced), Team Leadership (Experienced), Conflict Resolution (Experienced)

VOLUNTEER

EXECUTIVE DIRECTOR — Present
Delray Beach Drug Task Force, Inc — Delray Beach, FL

VICE PRESIDENT — Present
Southeast Florida Recovery Advocates — Jensen Beach, FL

BOARD MEMBER — Present
Health Council of Southeast Florida — West Palm Beach, FL

VICE CHAIR — Present
Behavioral Health and Co-Occurring Disorders Sub. Com. PBC

ALUMNI RELATIONS — Present
URecovery at the University of Miami — Coral Gables, FL

SUBJECT MATTER EXPERT: PATIENT BROKERING — Sep 2022
National Association of Attorneys General — Washington D.C.

CIVILIAN WORKING GROUP — Dec 2016 - Dec 2023
Palm Beach County Sober Homes Task Force — West Palm Beach, FL

SUBJECT MATTER EXPERT: PATIENT BROKERING — Mar 2018
SAMHSA — Washington D.C.

SUBJECT MATTER EXPERT: PATIENT BROKERING — Oct 2018
National Alliance of Model State Drug Law — Washington D.C.

TREATMENT AND RECOVERY BOARD MEMBER — Jan 2016 - Jan 2018
Miami Dade Opioid Task Force — Miami, FL

PRESIDENT AND FOUNDER — Jan 2015 - Dec 2016
URecovery at the University of Miami — Coral Gables, FL

ADVISORY BOARD: DEA 360 — Aug 2015
Drug Enforcement Administration — Washington D.C.

LEGISLATION: Advisory Roles and Draft Assistance

- HB807 Predatory Internet Practices and Fraudulent Insurance Billing; Florida, 2016
- SB 788 Marketing Practices for Substance Abuse Services; Florida; 2017
- EKIRA Eliminating Kickbacks in Recovery Act, Federal, 2018
- HB 2068 Targeted Marketing and Referrals by Behavioral Health, Tennessee, 2018
- SB 1451, Kickbacks, Recruitment, and Regulation of Facilities and Sober Homes, Arizona, 2018
- HB 2529/SB1465, Certification for Sober Living Homes, AZ, 2018
- HB 0014, Treatment Facility and Laboratories Oversight and Enforcement, Utah, 2018
- SB 1228, Patient Brokering and Kickbacks, California, 2019
- SB 32 Exploitation of Behavioral Health Patients and Fraudulent Toxicology Tests, Georgia, 2020
- SB 1547, Secure Transportation Services for Youth Mental and Behavioral Health Treatment, 2021
- SB 0239, Transportation for Youth Services and Child Protection, Utah, 2022
- SB1531 & HR 2955, Stop Institutional Child Abuse Act (SICAA), aims to prevent institutional child abuse, neglect, and death by first increasing oversight and data transparency of youth residential treatment programs

References Available Upon Request.

Palm Beach County, Florida
Advisory Committee on Behavioral Health, Substance Use and Co-Occuring Disorder (BHSUCOD)
Membership Contact Information and Attendance Roster

Ex-Officio	Seat #	Description	Organization	Term Expires	Term 1	Optional Term 2	Optional Term 3
Angela Burns	1	Designated Seat for League of Cities	Palm Beach County League of Cities	N/A			
Vacant	2	Designated Seat for State Attorney Office	15th State Attorney's Office	N/A			
Jon VanArnam	3	Designated Seat for Health Care District	Health Care District				
Natalie Kenton	4	Designated Seat for Floriada Department of Health	Florida Department of Health	N/A			
Sandra Sisson	5	Designated Seat for Sheriff's Office	Palm Beach County Sherrif Office	N/A			
Joshua Mena	6	Designated Seat for Fire Rescue	Palm Beach County Fire Rescue	8/31/2029	09/01/2026-08/31/2029		
Jill Sorenson	7	Designated Seat for Southeast Behavioral Health Network	Southeast Behavioral Health Network	8/31/2029	09/01/2026-08/31/2029		
Heather DeStefano	8	Designated Seat for Palm Health Foundation	Palm Health Foundation	8/31/2029	09/01/2026-08/31/2029		
Lissa Franklin - Vice Chair	9	Designated Seat for Southeast Florida Recovery Advocates-Lived Experience	Southeact Florida Recovery Advocates	N/A			
At Large	**Seat #**	**Descrpition**	**Organization**	**Term Expires**	**Term 1**	**Optional Term 2**	**Optional Term 3**
Vacant	10	Person with Lived Experience with Behavioral Health and Substance Use Disorder		10/31/2027	NA		
Ariana Ciancio	11	At-Large	Delray Beach Police Department	10/31/2027	11/1/24 - 10/31/27		
Suzanne Spencer	12	At-Large	Living Skills in Schools	10/31/2026	11/01/2026-10/30/2029		
William Freeman	13	Person with Lived Experience with Behavioral Health and Substance Use Disorder	People of Purpose	9/16/2027	09/15/2024-09/16/2027		
Stephanie Thompson	14	At-Large	Drug Abuse Foundation	10/31/2027	N/A		
Brent Schillinger, MD	15	At-Large	Palm Beach Medical Society	11/1/2025	11/01/2025- 10/31/2028		
Catherine Doe	16	At-Large	Compass	11/1/2025	11/01/2025- 10/31/2028		
Rae Whitely - Chair	17	At-Large	Faith in Florida	9/16/2027	09/15/2024-09/16/2027		
Austin Wright	18	Person with Lived Experience with Behavioral Health and Substance Use Disorder	Rebel Recovery	11/1/2025	11/01/2025- 10/31/2028		

RESOLUTION NO. R-2022-1340

RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, CREATING THE PALM BEACH COUNTY ADVISORY COMMITTEE ON BEHAVIORAL HEALTH, SUBSTANCE USE AND CO-OCCURRING DISORDERS; PROVIDING FOR A PURPOSE; PROVIDING FOR MEMBERSHIP, APPOINTMENTS, TERMS; PROVIDING FOR OFFICERS; PROVIDING FOR ROLES AND RESPONSIBILITIES; PROVIDING FOR SUNSHINE LAW, CODE OF ETHICS; PROVIDING FOR MEETINGS; PROVIDING FOR SUBCOMMITTEES; PROVIDING FOR GENERAL PROVISIONS; AND PROVIDING FOR EFFECTIVE DATE, SUNSET.

WHEREAS, behavioral health and substance use disorder are major health problems facing the citizens of Palm Beach County; and

WHEREAS, the Board of County Commissioners (BCC) adopted an Opioid Epidemic Response Plan (the Response Plan) in April of 2017 that identified strategic areas of focus as well as related action steps including appointing a County Drug Czar, designating a lead entity, and establishing an opioid response steering committee to advise and help guide the County's efforts; and

WHEREAS, the Response Plan was intended to satisfy the State's Opioid Settlement Clearing Trust Fund requirement for an opioid response abatement plan pursuant to section 17.42 (4)(c), Florida Statutes (2022); and

WHEREAS, the BCC has identified the substance use epidemic including but not limited to opioids, crack cocaine and crystal methamphetamine as well as behavioral and substance use disorder as high strategic priorities; and

WHEREAS, a Behavioral Health, Substance Use and Co-Occurring Disorder Steering Committee was established in 2019 consistent with the Opioid Response Plan, which was intended, in part, to satisfy the State's Opioid Settlement Clearing Trust Fund requirement for a Task Force to respond to the opioid epidemic pursuant to section 17.42 (4)(b), Florida Statutes (2022); and

WHEREAS, the BCC has expressed approval of a person-centered, recovery-oriented system of care focused on quality of care and long-term recovery outcome improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, THAT:

Section 1: **Purpose.** There is hereby established the Palm Beach County Advisory Committee on Behavioral Health, Substance Use and Co-Occurring Disorder (BHSUCOD) to enhance the County's capacity and effectiveness in formulating comprehensive, integrated, and effective behavioral health, substance use and co-

occurring disorders prevention, treatment, support, and recovery policies, as well as to offer recommendations regarding the County's provision of services to the citizens of Palm Beach County. The BHSUCOD will be supported by the Palm Beach County Community Services Department. The BHSUCOD will increase the coordination and interactions between organizations, agencies and institutions whose mission is to resolve Substance Use and Behavioral Disorders in Palm Beach County.

Section 2: <u>Membership, Appointments, Terms</u>.

A. Members: The BHSUCOD shall be comprised of nine (9) at-large Members and eight (8) Ex officio Members. Members and Ex Officio Members will have equal voting rights on all matters to come before the BHSUCOD. The total membership of the Advisory Committee shall, at a minimum, represent the organizations, agencies, institutions, and municipalities whose mission is to resolve Substance Use and Behavioral Disorders. Members shall be selected for their knowledge, competence, and experience relative to behavioral health and substance use disorder. In addition, three (3) of the nine (9) Members shall have lived experience with behavioral health and/or substance use disorder. All Members and Ex Officio Members must reside in Palm Beach County at the time of appointment and while serving on the Board. Membership shall be representative of the racial, ethnic, and geographic diversity of Palm Beach County.

B. Inaugural Membership. The nine (9) individuals who serve as Members of the Opioid Response Plan Steering Committee at the time this Resolution is approved by the BCC, and the three (3) individuals who serve as Ex Officio Members of that Steering Committee, shall comprise the inaugural membership of the BHSUCOD, provided each individual resides in Palm Beach County. Ex Officio Members required by Paragraph C below, who do not serve as Ex Officio Members of the Steering Committee at the time this Resolution is approved, will be added to the inaugural membership of the BHSUCOD immediately on recommendation of the organization they represent.

C. Ex Officio Members: the Ex Officio Members of the BHSUCOD shall be:
   1. One (1) member of the Palm Beach County League of Cities who represents a municipality involved in opioid litigation;
   2. One (1) member representing the State Attorney, Fifteenth Judicial Circuit;
   3. One (1) member representing the Health Care District of Palm Beach County;
   4. One (1) member representing the Florida Department of Health in Palm Beach County;
   5. One (1) member representing the Palm Beach County Sheriff;
   6. One (1) member representing Palm Beach County Fire Rescue;
   7. One (1) member representing Southeast Florida Behavioral Health Network; and
   8. One (1) member representing Palm Health Foundation.

Ex Officio Members shall be recommended for membership by the organization they represent, and membership shall occur simultaneously with that recommendation.

D. Appointments and Terms: At the inaugural meeting of the BHSUCOD, there will be a random selection designating three (3) Members to serve a one (1)-year initial term, three (3) Members to serve a two (2)-year initial term, and three (3) Members to serve a three (3)-year initial term. Following a Member's inaugural membership, Members shall be appointed at large by the BCC, and serve staggered terms of three (3) years, with a limit of three (3) consecutive three (3)-year terms. Vacancies occurring during a term shall be filled for the unexpired portion of the term, and shall not count toward the member's term limits. Ex Officio Members are not term limited. All Members shall serve at the pleasure of the BCC.

E. Attendance: Members shall be automatically removed for lack of attendance. Lack of attendance is defined as failure to attend three (3) consecutive meetings or failure to attend more than one-half of the meetings scheduled during a calendar year. Participation for less than three-fourths of a meeting shall be the same as a failure to attend a meeting. Members removed pursuant to this paragraph shall not continue to serve on the Advisory Committee and such removal shall create a vacancy. Attendance requirement does not apply to Ex Officio Members.

Section 3: Officers. A chair and vice-chair shall be elected by a majority vote of the BHSUCOD and shall serve for a term of one year, but not to exceed two consecutive terms in any one office. The duties of the chair shall be to:

A. Call Advisory Committee meetings and organize the agenda for the meetings;

B. Preside at Advisory Committee meetings;

C. Establish subcommittees, appoint subcommittee chairs, and charge subcommittees with specific tasks;

D. Serve as primary liaison with staff; and

E. Perform other functions as the Advisory Committee may suggest.

The vice-chair shall perform the duties of the chair in the chair's absence, and such other duties as the chair may assign.

If a vacancy occurs in the office of the chair, then the position shall be assumed by the vice-chair for the remainder of the term. Any remaining officer vacancies shall be filled through a majority vote of the Advisory Committee.

Section 4: Roles and Responsibilities. The BHUSCOD shall have the following roles and responsibilities:

A. Collect information related to substance abuse disorders in the County and provide that information to the BCC, along with recommendations on responding to the opioid epidemic, as provided in section 17.42, Florida Statutes (2022).

B. Submit to the BCC by October 1 of each year the BHSUCOD Annual Report or Response Plan Update, which shall evaluate mechanisms for behavioral health and substance use disorder services and recommend any changes that may improve the quality, long-term recovery outcomes, and coordination of these services.

C. If requested by the BCC, provide recommendations on positions the BCC may take on local, state and federal legislation.

Section 5: Sunshine Law, Codes of Ethics

The BHSUCOD is subject to Florida's Sunshine Law. Reasonable public notice of all meetings, including subcommittee meetings, shall be provided, as required by the Sunshine Law, and all meetings shall be open to the public and minutes shall be taken. Records are subject to public disclosure.

Members of the BHSUCOD shall comply with the State's Code of Ethics found in Chapter 112, Part III of the Florida Statutes, as well as Palm Beach County's Code of Ethics codified in Sections 2-254 through 2-260 of the Palm Beach County Code.

SECTION 6: Meetings

The BHSUCOD shall meet monthly, or as needed, as determined by a majority of the membership.. A quorum, as established by ordinance, must be present for the conduct of all meetings. Meetings shall be governed by Robert's Rules of Order.

SECTION 7. : Subcommittees

The BHSUCOD shall be as self-sufficient as possible in that there is no budget for its function. To this end, to carry out its duties, the creation of subcommittees is encouraged.

Section 8. General Provisions All members shall comply with the Uniform Policies and Procedures governing advisory bodies as set forth in Resolution No. 2013-0193, and any amendments thereto. Members will be provided a copy of the resolution and are expected to become familiar with the various requirements, including the provision for automatic removal for lack of attendance, conduct of meetings, and compliance with state and local laws pertaining to financial disclosure and other requirements.

The BHSUCOD is not established to duplicate efforts that County programs and departments were established to address.

No member shall represent the BHSUCOD before any governmental body or public or private entity or group unless approved to do so by a majority vote of the BHSUCOD.

SECTION 9: Effective Date, Sunset Provision

This Resolution shall become effective upon approval by a majority vote of the Board of County Commissioners, Palm Beach County, Florida. The BHSUCOD will sunset five years from the effective date unless the Board extends its service through official action.

The foregoing resolution was offered by Commissioner McKinlay, who moved its adoption. The motion was seconded by Commissioner Sachs, and upon being put to a vote, the vote was as follows:

Robert S. Weinroth, Mayor	-	Aye
Gregg K. Weiss, Vice Mayor	-	Aye
Commissioner Maria G. Marino	-	Absent
Commissioner David Kerner	-	Absent
Commissioner Maria Sachs	-	Aye
Commissioner Melissa McKinlay	-	Aye
Commissioner Mack Bernard	-	Aye

The Mayor thereupon declared the Resolution duly passed and adopted this 1st day of November, 2022.

ATTEST:
CLERK OF CIRCUIT COURT
Joseph Abruzzo

By: _____
Clerk of Court & Comptroller
Deputy Clerk

APPROVED AS TO FORM &
LEGAL SUFFICIENCY:

By: _____
Assistant County Attorney

PALM BEACH COUNTY, Florida
By its Board of County Commissioners

By: _____
Robert S. Weinroth, Mayor

APPROVED AS TO CONTENT:

By: _____
Reginald K. Duren, Assistant
County Administrator

From P. 25 of the BCC Minutes, November 1, 2022, AMENDED MOTION

MOTION to adopt the resolution with the addition of a ninth Ex Officio member from the Southeast Florida Recovery Advocates (SEFRA). Motion by Commissioner McKinlay, seconded by Commissioner Sachs.

Discussion

UPON CALL FOR A VOTE, the motion carried 6-0.

Aye:	Mayor Weinroth, Vice Mayor Weiss, Commissioner Bernard, Commissioner Marino, Commissioner McKinlay, and Commissioner Sachs
Nay:	None
Absent:	Commissioner Kerner